

## Rogers County Job Opportunity

Application form available on the County website.

Return to: Rogers County Courthouse, 200 S., Lynn Riggs Blvd., Claremore OK 74017  
and/or email to [district3@rogerscounty.org](mailto:district3@rogerscounty.org)

Title: Operator	Department: District #3
Reports to: Foreman	FLSA Status: Non-Exempt
Pay: Minimum starting pay \$3516/month, variable, based on experience.	Full Time/Part Time: Full-Time
Position Posted: Wednesday, June 22, 2022	Posting Closes: Once filled

### **Position Profile**

The Operator is responsible for operating heavy equipment in a safe and appropriate manner. Heavy equipment may include trucks, 10 wheelers, front-end loaders, dozers, graders, compactors, snow blowers and other pieces of equipment.

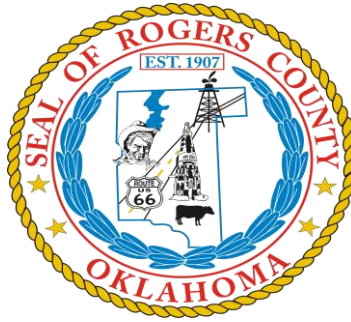
The Operator must also clean, maintain and secure all equipment as directed by legislation and/or County policies and procedures. The Operator must communicate with residents/members of the public in a courteous and respectful manner, including complaints about schedules, levels, and/or quality of service. The Operator must make note of and report any such complaints to Foreman or office staff.

### **Qualifications**

Must be 21 years of age. Valid CDL Driver's License - Class A or Class B required for consideration. Required to pass an ODOT physical, background check, and drug screening.

### **Education and/or Experience**

High school diploma/GED preferred. Heavy Equipment experience strongly preferred.

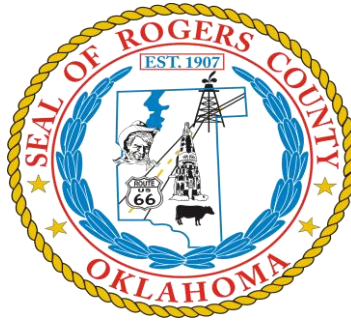


### **Knowledge, Skills, and Abilities**

- Extensive knowledge and ability to operate single and double axel trucks; 10-wheel dump trucks; front end loaders; dozers; graders; compactors; snow blowers; and other pieces of heavy equipment, in a safe and responsible manner
- Knowledge of equipment maintenance and proper storage
- Knowledge of road and bridge construction and maintenance techniques
- General or better computer skills, email, and internet
- Effective verbal, written, and listening communications skills
- Perform assigned tasks under frequent and/or little supervision
- Maintain positive relationships with administrative staff, co-workers, guests, and public
- Work well alone and within a team, exhibiting positive nature and attitude
- Maintain physical condition and stamina appropriate to performance of assigned duties
- Read, write, speak, and understand the English language, and follow written and verbal instructions

### **Duties and Responsibilities**

- Always operate heavy equipment in a safe and effective manner to minimize the risk of injury, property damage, or loss of life
- Practice effective workplace and worksite safety always
- Report any and/or all accidents and/or errors while performing job duties
- Perform daily safety and maintenance checks, clean equipment as scheduled and/or required
- Ensure equipment is always safely and securely stored in the appropriate location
- Advise the Foreman of any maintenance or repairs needed
- Maintain County roads, bridges, easements, and property, to ensure safety within Rogers County
- Perform winter, spring, summer maintenance on roads and bridges, as directed
- Attend and participate in training classes, safety courses, and skills improvement training
- Read and be responsible for County Employee Handbook information
- Participation in routine and/or random drug testing required
- Recognize problems and avoid situations that could be deemed illegal or represent a safety hazard
- Perform other related duties as assigned



### **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This position requires the employee be present on the job site to successfully complete tasks.

### **Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The employee is regularly exposed to fumes or airborne particles, including second-hand environmental smoke. The employee is regularly exposed to outside weather conditions. The noise level in the work environment is moderate but can be high to extremely high. The employee is regularly exposed to risks associated with travel between properties and back and forth to other areas as may be required due to business demands.

### **Notice:**

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand; walk; and stoop, kneel, crouch or crawl. The employee is required to sit and climb or balance. The employee must regularly push, pull, drag, lift and/or move up to sixty (60) pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus. Uniforms, safety equipment, and personal protection is required to be worn.

The above job description is not intended as, nor should it be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job. The duties and responsibilities listed within this job description are subject to change or reassignment by management at any time.

Rogers County prefers direct deposit of wages for all employees.